

**Subject:** RE: Broadway Streetscape Dress Rehearsal Maintenance Agreement  
**From:** Suzanne Holley </O=LABID/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=SUZANNE HOLLEY516>  
**Date:** 09/29/2016 06:02 PM  
**To:** 'Rena Leddy' <rena@fashiondistrict.org>, 'Blair Besten (blair@historiccore.bid)' <blair@historiccore.bid>

You bet. I am attaching an email chain between Blair and I this a.m. that you may find helpful as well. Unless you think differently, sounds like our plan will be to have them make the few administrative edits noted, resend an execution copy of the agreement and then meet to deliver the signed agreements and discuss any other start up items (e.g. original plant purchase?). Please note I will be out of the office at a funeral tomorrow so will need to get back with you next week if anything else week need to discuss.

Thanks!

Suzanne

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**From:** Rena Leddy [mailto:rena@fashiondistrict.org]  
**Sent:** Tuesday, September 27, 2016 9:25 AM  
**To:** Suzanne Holley; 'Blair Besten (blair@historiccore.bid)'  
**Subject:** RE: Broadway Streetscape Dress Rehearsal Maintenance Agreement

Suzanne,  
Thank you for so carefully looking at the contract. I especially appreciate it as I have been kind of on the outside on these negotiations, with Kent taking the lead.

Rena

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**From:** Suzanne Holley [mailto:SHolley@downtownla.com]  
**Sent:** Monday, September 26, 2016 4:40 PM  
**To:** 'Blair Besten (blair@historiccore.bid)' <blair@historiccore.bid>; Rena Leddy <rena@fashiondistrict.org>  
**Subject:** RE: Broadway Streetscape Dress Rehearsal Maintenance Agreement

Have you had time to take a look at the comments below? I really don't think there is anything of concern here. Since I haven't responded yet, I am going to go ahead and do so - responding to Blair's email about meeting, noting the typos below.

Thanks.

Suzanne

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**From:** Suzanne Holley  
**Sent:** Wednesday, September 21, 2016 7:14 PM  
**To:** Blair Besten (blair@historiccore.bid); Rena Leddy  
**Subject:** FW: Broadway Streetscape Dress Rehearsal Maintenance Agreement

Good evening ladies. I wanted to review an actual redline before responding. I generated the attached and have provided for your reference.

Bottom line â I think this addresses our requests of 9/25/15 as noted below.

- Street Kits â clarify in the contract if the application methodology through the city (noted in Lanâs 3/17/15 email attached) is to replace what is currently included (that would be the preference)
- Events â it was discussed at our 7/24 walkthrough that it should be clarified that the BIDs would not be responsible for any damage due to events
- New palette â the contract should reflect the specifications below rather than what is currently included
- Deficiencies â Will these be addressed with an âas-isâ letter per Kentâs request in the attached email dated 5/27/15?
- Labor Costs â the BIDs are to provide updated costs; for the DCBID I still do not have confirmation of how the city minimum wage increase will impact us (Chrysalis may elect not to take the exemption) â how should this be addressed in the contract?

I did note the following from reviewing the redline (these comments are also included in the âwith commentsâ document attached). I really only think the typos essentially noted in items 1 and 5 below need to be addressed but please let me know if you have issues with anything else noted. Otherwise I have new pricing and am good to go.

- 1) III.A.1.a â âfrequencyâ should be âfrequentlyâ
- 2) III.A.1.e. âMonthly power washingâ - They did not highlight this. They put in incorrectly and redundantly in section IV where it should be removed.
- 3) III.A.4.a. FYI âThey did not highlight this but they added having us direct interested event organizers to âapplicable City permitting requirementsâ. I would object to this except that they put âand/orâ at the end which still gives us the option to simply direct folks to the City which I am fine with.
- 4) III.B.2. They did not highlight this but they added the option to remove the improvements rather than be required to maintain them. Iâm neutral on this â just an FYI.
- 5) IV â The reference to power washing should be deleted. This is in the wrong section (under City Responsibilities) and was already added as item III.A.1.e under Corporation Services.
- 6) V.K. They did not highlight this but they changed payments from 15 days to 30 days. Iâm ok with this.

Please note that I will be out of town the next two Fridays 9/23 and 9/30 but am available most of next week except Mon until 10, Tues 10-11 and Wed 10-12.

Thank you both!

Suzanne

**Suzanne Holley**  
SVP & Chief Operating Officer

 <https://www.downtownl>

**Downtown Center Business Improvement District**

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**From:** Blair Besten [<mailto:blair@historiccore.bid>]  
**Sent:** Wednesday, September 21, 2016 4:04 PM  
**To:** Pauline Chan; Valerie Watson; Julie Amaya  
**Cc:** Suzanne Holley; Jessica Wethington Mclean; [Rena@fashiondistrict.org](mailto:Rena@fashiondistrict.org)  
**Subject:** Re: Broadway Streetscape Dress Rehearsal Maintenance Agreement

So should we set another meeting to sign and iron out any last details?

And the HCBID already sent the new numbers and clarified the last question so we should be okay on our end. Next week I can do 3pm on Tuesday the 27th or 10a-12p on Wednesday or anytime really on Friday 10/30.

Thanks

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**Blair Besten**

*Executive Director*

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**[213/239-8336](tel:213.239.8336)**

On Wed, Sep 21, 2016 at 3:12 PM, Rena Leddy <[rena@fashiondistrict.org](mailto:rena@fashiondistrict.org)> wrote:  
Attached is the Fashion District Contract with minor changes.

**From:** Pauline Chan [<mailto:pauline.chan@lacity.org>]

**Sent:** Tuesday, September 13, 2016 3:29 PM

**To:** Suzanne Holley <[SHolley@downtownla.com](mailto:SHolley@downtownla.com)>

**Cc:** Blair Besten ([blair@historiccore.bid](mailto:blair@historiccore.bid)) <[blair@historiccore.bid](mailto:blair@historiccore.bid)>; Rena Leddy <[rena@fashiondistrict.org](mailto:rena@fashiondistrict.org)>;

Jessica Wethington Mclean <[jessica.wethingtonmclean@lacity.org](mailto:jessica.wethingtonmclean@lacity.org)>; Valerie Watson

<[valerie.watson@lacity.org](mailto:valerie.watson@lacity.org)>; Julie Amaya <[julie.amaya@lacity.org](mailto:julie.amaya@lacity.org)>

**Subject:** Re: Broadway Streetscape Dress Rehearsal Maintenance Agreement

Suzanne,

The redline should point out close to 100% of the changes, if it isn't 100%. For comparison with the current draft, I've attached the previous draft, with the affected wording highlighted in green. I hope this helps.

Thank you for the news regarding the transition to Rena!

Pauline

On Tue, Sep 13, 2016 at 2:47 PM, Suzanne Holley <[SHolley@downtownla.com](mailto:SHolley@downtownla.com)> wrote:

Thanks Pauline. I see that you indicated that ânotable changesâ are highlighted. Is this a complete redline of the contract?

Please note that I've replaced Kent Smith with Rena Leddy, the current Fashion District Executive Director, as a cc on this email.

Thank you.

Suzanne

**Suzanne Holley**

SVP & Chief Operating Officer

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**From:** Pauline Chan [mailto:[pauline.chan@lacity.org](mailto:pauline.chan@lacity.org)]

**Sent:** Tuesday, September 13, 2016 9:52 AM

**To:** Kent Smith; [blair@historicbid.com](mailto:blair@historicbid.com); Suzanne Holley

**Cc:** Jessica Wethington Mclean; Valerie Watson; Julie Amaya

**Subject:** [Broadway Streetscape Dress Rehearsal Maintenance Agreement](#)

-  
Dear Kent, Blair, and Suzanne:

-  
Finally, I am transmitting for your consideration the agreement, with the notable changes in highlighted in yellow. I am so sorry for the delay as I was out of the office for a couple of weeks in August.

-  
As you can see, much of the changes are minor and related to nomenclature or

exhibit references, including:

-  
**1. Page 7, under "Furniture Kit Acquisition, Deployment, Cleaning and Maintenance":**

The wording clarifies the conditions for *new/additional* furniture that the BIDs and businesses may elect to purchase and maintain, above and beyond the existing furniture kits that LADOT deployed which LADOT has agreed to continue to manage. This is consistent with previous field and office discussions.

-  
**2. Page 12, Section IV - City Responsibilities:**

The wording was changed as follows: "Plaza" was replaced with "Dress Rehearsal." "Corporation: shall provide regular powerwashing and spotcleaning of surface" was added.

-  
**3. Page 15, Section VII - List of Exhibits (New)**

The list of exhibits was missing from the previous version. The list includes the Standard Provisions for City Contracts, which are part of normal business practice for contracts in the City, as mentioned at our meeting.

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Please let us know if you have any additional comments. Thank you for your patience.

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Pauline

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**Pauline Chan**

Senior Transportation Engineer

Active Transportation Division

Los Angeles Department of Transportation

213.928.9705


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**Pauline Chan**  
Senior  
Transportation  
Engineer  
Active  
Transportation  
Division


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Transportation





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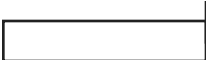
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**Subject:** Re: Broadway Streetscape Dress Rehearsal Maintenance Agreement  
**From:** Blair Besten <blair@historiccore.bid>  
**Date:** 09/27/2016 09:10 AM  
**To:** Suzanne Holley <SHolley@downtownla.com>

I agree. I would love for them to get us ready to go contracts, email out the final for review, we print and sign and bring to meeting. This is what we should have done months ago.

Sent from my iPhone

On Sep 27, 2016, at 8:51 AM, Suzanne Holley <[SHolley@downtownla.com](mailto:SHolley@downtownla.com)> wrote:

The ones I didnât bring up are below. I think these are not objectionable (so donât require changes prior to meeting) and good to just discuss in the meeting. Do you disagree - are there revisions you would propose? My hope is that they will revise what needs to be revised before we get into the meeting.

- 1) III.A.4.a. FYI âThey did not highlight this but they added having us direct interested event organizers to âapplicable City permitting requirementsâ. I would object to this except that they put âand/orâ at the end which still gives us the option to simply direct folks to the City which I am fine with.
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**From:** Blair Besten [<mailto:blair@historiccore.bid>]  
**Sent:** Monday, September 26, 2016 8:34 PM  
**To:** Suzanne Holley  
**Subject:** Re: Broadway Streetscape Dress Rehearsal Maintenance Agreement

What about your other comments from last week?

Sent from my iPhone

On Sep 26, 2016, at 4:50 PM, Suzanne Holley <[SHolley@downtownla.com](mailto:SHolley@downtownla.com)> wrote:

FYI - I received out of office replies from both Jessica and Valerie. They are out until October 3<sup>rd</sup>.

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**From:** Suzanne Holley  
**Sent:** Monday, September 26, 2016 4:50 PM  
**To:** 'Blair Besten'; Pauline Chan; Valerie Watson; Julie Amaya  
**Cc:** Jessica Wethington Mclean; [Rena@fashiondistrict.org](mailto:Rena@fashiondistrict.org)  
**Subject:** RE: Broadway Streetscape Dress Rehearsal Maintenance Agreement

Please forgive my late reply as I have been out of town.

The revisions look good. I did note a couple of typos listed below:

- 1) III.A.1.a â frequencyâ should be âfrequentlyâ
- 2) IV â The reference to power washing was already added as item III.A.1.e under Corporation Services. It appears that this inclusion is in the wrong section (under City Responsibilities) and should be deleted.

Updated pricing for DCBID will be forwarded under separate cover.

I think it makes sense to meet to deliver executed contracts and discuss any kick off items.

Thanks all.

**Suzanne Holley**  
SVP & Chief Operating Officer

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Pauline

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<image006.jpg>**Pauline**  
**Chan**

Senior Transportation  
Engineer  
Active Transportation Division

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